

HEICS IV Update

January 27, 2006

The National Work Group of the HEICS Revision Project achieved a number of key results during its meeting on January 11 and 12, at Washington Hospital Center in Washington, DC. In attendance with the project Work Group and Executive Group were the following *Ex Officio* members: Roslyne Schulman for the American Hospital Association (AHA), Susan McLaughlin representing Dale Woodin for the American Society for Healthcare Engineering (ASHE), Al Fluman—accompanied by Jim Mullikin—for FEMA NIMS Integration Center (NIC), Kevin Thompson for FEMA Emergency Management Institute (EMI), Teresa Brown Jesus for Health and Human Services (HHS), and Melissa Sanders for Health Resources and Services Administration (HRSA). Key meeting accomplishments are described below.

Recommendations for Healthcare Compliance with NIMS

The National Work Group completed initial recommendations for healthcare compliance with the National Incident Management System (NIMS), identifying 17 actions to the NIC. These 17 elements address organizational adoption, command and management, preparedness planning, preparedness training, preparedness exercises, resource management, and communications and information management. The recommendations will be included in the HICS User Manual along with examples for implementation.

Planning and Response Guides and Scenarios for Internal Emergencies

Planning and Response Guides featuring critical actions for internal healthcare emergencies were reviewed and revised accordingly. Summarized threat scenarios for the internal emergencies were developed to provide context to each guide, and sample highlighted sub-charts from the primary HICS organizational chart were prepared to identify key positions needed for specific threats.

Hospital Incident Command Forms

FEMA Incident Command System forms applicable to hospital operations were identified and modified for hospital use. These nine new Hospital Incident Command System forms will be included with the HICS User Manual.

Hospital Command Center

The National Work Group agreed to replace the term “Emergency Operations Center” with “Hospital Command Center” for the hospital setting. This change will minimize confusion with EOCs in the local community, for a corporate healthcare system, and others.

Operations Job Action Sheets

The National Work Group agreed that Job Action Sheets for team leaders responsible for Operations functions below the Branch level should be included in the HICS User Manual. Including these team leader Job Action Sheets will increase the utility of the User Manual.

In addition to these achievements, the National Work Group reviewed the many comments received from the Secondary Review Group, relating to the proposed HICS organization chart and table of contents for the HICS User Manual. Comments were overwhelmingly positive, and suggestions are being gratefully considered as the HICS documents are finalized.

Thank you for your ongoing interest and support of this project.